

**NORTHWEST COLLEGE BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING**

October 20, 2021

MEMBERS PRESENT: Vice President/Secretary DR. LARRY TODD; Treasurer MS. CAROLYN DANKO; and Trustees MR. JOHN HOUSEL, MS. TARA KUIPERS; MR. BOB NEWSOME

MEMBERS ABSENT: President DR. MARK WURZEL; Trustee MR. DUSTIN SPOMER

OTHERS PRESENT: Additional members of the Presidential Search Committee: MR. DEE HAVIG; MS. DEB JACOBS; MR. BRYAN LEE; MS. JENNIFER LITTERER- TREVIÑO; DR. AMY MCKINNEY; MR. SHAMAN QUINN; MS. AMY SOLOMON; MS. MARIA STRINGARI; MS. JILL ANDERSON, HR Director/Ex Officio; MS. SHELBY WETZEL, Ex Officio; Additional Attendees: MS. HOLLY BERRYMAN; MR. BRAD BOWEN; MS. TRACY GASAWAY; MS. NANCY GILMORE; MS. JO ANN HEIMER; MS. CAREY MILLER; MS. BOBBIE PATTERSON; MS. JEN SCHNEIDER; MS. LINDA SPOMER; MR. KEVIN KILLOUGH, *Powell Tribune*; and MS. KELI BORDERS, Executive Secretary to the President and Board of Trustees.

CALL TO ORDER: A special meeting was held by the Northwest College Board of Trustees on Wednesday, October 20, 2021, beginning at 4:01 p.m. via Zoom.

DISCUSSION: Trustee Housel welcomed everyone and announced that Dee Havig would be replacing Gerald Giraud as the Administrative Staff representative on the search committee.

The Presidential Search Committee continued the discussion and finalized the desired attributes and characteristics as well as the challenges and opportunities facing the President of Northwest College. Committee members also established the required qualifications of potential applicants and thus completed the Presidential Profile.

It was determined the position will be posted on November 15, 2021, through Monday, January 10, 2022.

The next Presidential Search Committee meeting is scheduled on Thursday, November 4, 2021, in order for Committee members to receive training on accessing candidate applications, to review and rank applicants and discuss the process to identify interview questions.

A ADJOURNMENT: The special meeting ended at 5:35 p.m.

LARRY TODD, Vice President/Secretary

Date